

12 January 1973

MEMORANDUM FOR: All Hands

SUBJECT : Parking Permits

1. For a variety of reasons, few subjects seem to be touchier or to generate more heartburn than that of parking permits -- particularly for those who do not have one. As all of you know, at the end of December all former Agency permits (including ours) were cancelled and a completely new set issued (to each office, which -- in turn -- is responsible for determining issuance to individuals).

2. Most offices and components throughout Headquarters had their allocations slashed -- i.e., cut in half, or worse. By comparison, we got off very lightly. Prior to the recall, we had an apparent total of 16 permits and a true total of 14 -- the difference deriving from the fact that two of these permits (in the 16 total) were given to two of our colleagues informally by other offices. We now have 13 permits, an apparent cut of three but a true (i.e., office) cut of only one.

3. Of these 13 permits, I have blocked one for a functional use (it goes to whichever secretary is working late on any given day) and assigned two on the basis of medical factors which in my judgment override all other considerations. The remaining ten permits have been assigned by the impersonal basis of grade (modified slightly by individual preferences for walking).

4. For those of you who do not have, or wound up without, permits, I am truly sorry. I wish I could give each and every one of you a reserved space less than ten feet from an entrance. This, unfortunately, is not possible. Since it is not possible, I have had to ration the finite pool of spaces allotted to us in the way that seemed to me to be most equitable.

Mac Thoro
J. S. Thoro

STAT 5. For those of you who do have permits, I shall expect two forms of cooperation and discipline. If any of you should be assigned to another office, I will expect your permit to be turned in to me or [] It is office property and not something to be passed along by private arrangement. Similarly, if any permit holders go on leave, even for a day or two, please give [] or me your permit before you depart so we can give temporary use of it to one of your hiking colleagues. Temporary use of "Leave" permits will be offered to those who (along with Mr. Colby) park in West in sequence determined by grade.

STAT

STAT

[]

George A. Carver, Jr.
Special Assistant for Vietnamese Affairs